



Department of Defense **INSTRUCTION**

NUMBER 4715.16
September 18, 2008

USD(AT&L)

SUBJECT: Cultural Resources Management

References: See Enclosure 1

1. **PURPOSE.** This Instruction establishes DoD policy and assigns responsibilities under the authority of DoD Directive (DoDD) 5134.01 (Reference (a)) and in accordance with DoDD 4715.1E (Reference (b)) to comply with applicable Federal statutory and regulatory requirements, Executive orders (E.O.s), and Presidential memorandums for the integrated management of cultural resources on DoD-managed lands.

2. **APPLICABILITY AND SCOPE.** This Instruction applies to:

a. The OSD, the Military Departments (including their Reserve Components), the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the Department of Defense (hereafter referred to collectively as the "DoD Components").

b. All DoD operations, activities, and real property in the United States, including public lands withdrawn from all forms of appropriation under public land laws and reserved for use by the Department of Defense. Overseas operations and activities will follow the policy and guidance set forth in DoD Instruction (DoDI) 4715.5 and DoD 4715.05-G (References (c) and (d)).

3. **DEFINITIONS.** See Glossary.

4. **POLICY.** It is DoD policy to:

a. Manage and maintain cultural resources under DoD control in a sustainable manner through a comprehensive program that considers the preservation of historic, archaeological, architectural, and cultural values; is mission supporting; and results in sound and responsible stewardship.

Report Documentation Page			Form Approved OMB No. 0704-0188		
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1. REPORT DATE 18 SEP 2008		2. REPORT TYPE		3. DATES COVERED 00-00-2008 to 00-00-2008	
4. TITLE AND SUBTITLE Cultural Resources Management			5a. CONTRACT NUMBER		
			5b. GRANT NUMBER		
			5c. PROGRAM ELEMENT NUMBER		
6. AUTHOR(S)			5d. PROJECT NUMBER		
			5e. TASK NUMBER		
			5f. WORK UNIT NUMBER		
7. PERFORMING ORGANIZATION NAME(S) AND ADDRESS(ES) Department of Defense, Washington, DC, 20301-3400			8. PERFORMING ORGANIZATION REPORT NUMBER		
9. SPONSORING/MONITORING AGENCY NAME(S) AND ADDRESS(ES)			10. SPONSOR/MONITOR'S ACRONYM(S)		
			11. SPONSOR/MONITOR'S REPORT NUMBER(S)		
12. DISTRIBUTION/AVAILABILITY STATEMENT Approved for public release; distribution unlimited					
13. SUPPLEMENTARY NOTES					
14. ABSTRACT					
15. SUBJECT TERMS					
16. SECURITY CLASSIFICATION OF:			17. LIMITATION OF ABSTRACT Same as Report (SAR)	18. NUMBER OF PAGES 28	19a. NAME OF RESPONSIBLE PERSON
a. REPORT unclassified	b. ABSTRACT unclassified	c. THIS PAGE unclassified			

b. Be an international and national leader in the stewardship of cultural resources by promoting and interpreting the cultural resources it manages to inspire DoD personnel and to encourage and maintain U.S. public support for its military.

c. Consult in good faith with internal and external stakeholders and promote partnerships to manage and maintain cultural resources by developing and fostering positive partnerships with Federal, tribal, State, and local government agencies; professional and advocacy organizations; and the general public.

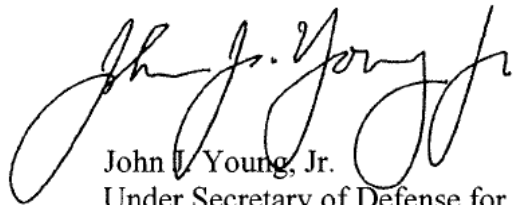
5. RESPONSIBILITIES. See Enclosure 2.

6. PROCEDURES. See Enclosure 3.

7. INFORMATION REQUIREMENTS. The annual Real Property Inventory data submission has been assigned Report Control Symbol (RCS) DD-AT&L(A) 760 in accordance with DoD 8910.1-M (Reference (e)).

8. RELEASABILITY. UNLIMITED. This Instruction is approved for public release. Copies may be obtained through the Internet from the DoD Issuances Web Site at <http://www.dtic.mil/whs/directives>.

9. EFFECTIVE DATE. This Instruction is effective immediately.



John L. Young, Jr.
Under Secretary of Defense for
Acquisition, Technology, and Logistics

Enclosures

1. References
 2. Responsibilities
 3. Procedures
 4. Programming and Budgeting Priorities for Cultural Resources Programs
 5. Cultural Resources Management Measures of Merit
 6. ICRMP Contents
- Glossary

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ENCLOSURE 1

REFERENCES

- (a) DoD Directive 5134.01, "Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L))," December 9, 2005
- (b) DoD Directive 4715.1E, "Environment, Safety, and Occupational Health (ESOH)," March 19, 2005
- (c) DoD Instruction 4715.5, "Management of Environmental Compliance at Overseas Installations," April 22, 1996
- (d) DoD 4715.05-G, "Overseas Environmental Baseline Guidance Document," May 1, 2007
- (e) DoD 8910.1-M, "Department of Defense Procedures for Management of Information Requirements," June 30, 1998
- (f) Sections 431-433, 470 et seq., and 670 et seq., of title 16, United States Code
- (g) Executive Order 13287, "Preserve America," March 3, 2003
- (h) DoD 7000.14-R, "DoD Financial Management Regulation," as amended
- (i) DoD Instruction 4715.9, "Environmental Planning and Analysis," May 3, 1996
- (j) DoD Directive 4165.6, "Real Property," October 13, 2004
- (k) DoD Instruction 4165.70, "Real Property Management," April 6, 2005
- (l) Parts 60, 65, 79, 800, 1220, and 1228 of title 36, Code of Federal Regulations
- (m) Executive Order 13007, "Indian Sacred Sites," May 24, 1996
- (n) Section 3001 of title 25, United States Code
- (o) Part 10 of title 43, Code of Federal Regulations
- (p) DoD Instruction 4715.10, "Environmental Education, Training and Career Development," April 24, 1996
- (q) Federal Register, Volume 48, Page 44716, "Secretary of the Interior's Professional Qualification Standards," September 29, 1983
- (r) Section 1996 of title 42, United States Code
- (s) Part 229 of title 32, Code of Federal Regulations
- (t) DoD Instruction 4710.02, "DoD Interactions with Federally-Recognized Tribes," September 14, 2006
- (u) Executive Order 13327, "Federal Real Property Asset Management," February 6, 2004
- (v) Federal Real Property Council, Guidance for Real Property Inventory Reporting (Issued Annually)¹
- (w) Part 334 of title 33, Code of Federal Regulations
- (x) DoD Directive 4715.11, "Environmental and Explosives Safety Management on Operational Ranges Within the United States," May 10, 2004
- (y) DoD 4245.8-H, "Value Engineering," March 17, 1986

¹ Available from <http://www.gsa.gov/Portal/gsa/ep/channelView.do?pageTypeId=8203&channelId=-16603>

ENCLOSURE 2

RESPONSIBILITIES

1. UNDER SECRETARY OF DEFENSE FOR ACQUISITION, TECHNOLOGY, AND LOGISTICS (USD(AT&L)). The USD(AT&L) shall oversee implementation of this Instruction.

2. DEPUTY UNDER SECRETARY OF DEFENSE FOR INSTALLATIONS AND ENVIRONMENT (DUSD(I&E)). The DUSD(I&E), under the authority, direction, and control of the USD(AT&L), shall:

- a. Establish additional cultural resources guidance, where necessary, in accordance with Reference (b).
- b. Designate responsibilities and provide procedures for implementing the DoD cultural resources program.
- c. Ensure that readiness, sustainability, and cost-effectiveness policies and the military mission are facilitated through the maximum continued and adaptive use of cultural resources.
- d. Support DoD Component cultural resources budget requirements.
- e. In coordination with the Heads of the DoD Components, establish goals and objectives for the DoD cultural resources program.
- f. Monitor implementation of this Instruction, including adherence to funding priorities for cultural resources (Enclosure 4), the use of appropriate measures of merit (Enclosure 5), and the annual review of the DoD Component cultural resources programs.
- g. Identify opportunities for improved efficiency through increased interagency and DoD Component cooperation, information sharing, technology demonstration and transfer, and public communication.
- h. Review all DoD Directives and Instructions and identify appropriate linkages between cultural resources issues and other DoD programs.
- i. Integrate the DoD cultural resources program with other installations and environment programs, including business enterprise integration, environmental management, safety, occupational health, facilities, installations requirements, and project planning programs.
- j. Mandate DoD Component use of Integrated Cultural Resource Management Plans (ICRMPs) as the DoD instrument for compliance with the statutory management requirements of the applicable references of this issuance.

k. Coordinate with other Federal Agencies on cultural resources matters of national or regional scope.

l. Consult with DoD Components to obtain technical expertise on cultural resources issues of agency-wide scope.

m. Coordinate cultural resources issues and policies of general DoD interest with the Installation Capability Council.

n. Designate a DoD Federal Preservation Officer (FPO) and DoD Deputy Federal Preservation Officer (DFPO) in accordance with section 470h-2(c) of title 16, United States Code (U.S.C.) (Reference (f)) to oversee implementation and compliance with this Instruction.

o. Serve as the designated Senior Policy Official as defined by E.O. 13287 (Reference (g)), with oversight responsibility for the DoD historic preservation program.

p. Work with the Under Secretary of Defense (Comptroller)/Chief Financial Officer (USD(C)/CFO) to develop and implement a process to accurately account for cultural resources included in DoD Financial Management Regulation 7000.14-R (Reference (h)).

q. Work with the Director, Defense Research and Engineering (DDR&E), to develop and implement an integrated and coordinated science and technology program to address cultural resources program requirements.

3. DDR&E. The DDR&E, under the authority, direction, and control of the USD(AT&L), shall:

a. Develop and implement an integrated and coordinated science and technology program to address the cultural resources program requirements identified by the DUSD(I&E).

b. Ensure that critical cultural resources technologies emerging from the technology base are demonstrated, validated, and certified for DoD use.

4. USD(P&R). The USD(P&R) shall:

a. Develop policy that requires incorporation of cultural resources values into DoD education and training.

b. In coordination with USD(AT&L) and the Heads of the DoD Components, facilitate in identifying opportunities for efficiencies in providing cultural resources training through increased interagency and DoD Component cooperation.

5. USD(C)/CFO. The USD(C)/CFO shall work with DUSD(I&E) to develop and implement a process to accurately account for cultural resources included in Reference (h).

6. HEADS OF THE DoD COMPONENTS. The Heads of the DoD Components shall:

a. Ensure compliance with this Instruction, including compliance by tenant activities. Develop and implement programs to monitor, achieve, and maintain compliance with applicable Federal statutory requirements related to cultural resource management as required by applicable references of this Instruction.

b. Plan, program, budget, and execute adequate resources consistent with Enclosure 4 of this Instruction, other DoD guidance and fiscal policies, installation planning, and future deadlines.

c. Ensure that sufficient qualified personnel are available to carry out the requirements of this Instruction.

d. Develop and implement a process to fully integrate cultural resources planning processes with broader planning activities in accordance with DoDI 4715.9 (Reference (i)). Integrate cultural resources management with other facilities management systems and processes to provide the greatest overall program effectiveness and business efficiency.

e. Ensure that installations prepare, maintain, and implement provisions of their ICRMP in accordance with Enclosure 6 of this Instruction, and in consultation with State Historic Preservation Officers (SHPOs), Tribal Historic Preservation Officers (THPOs), and other appropriate consulting parties.

(1) Ensure that these plans are fully coordinated with appropriate installation offices responsible for preparing and maintaining training plans and master plans (including but not limited to: training and test range management plans, range complex master plans, installation master plans, integrated natural resources management plans, integrated pest management plans, endangered species recovery plans, recreational and golf course management plans, grounds maintenance plans, facilities construction site approvals, and other land use activities).

(2) Ensure that each plan is reviewed annually, updated as mission or environmental changes warrant, and revised and approved by appropriate command levels at least every 5 years.

f. Ensure that current information on known cultural resources is collected, interpreted, and disseminated to commanders and their staffs to support informed decisions about the management of cultural resources. The Department of Defense will ensure that this information is also available (subject to the appropriate confidentiality and security considerations) to consulting parties, as well as residents, visitors, scholars, and the general public, to increase awareness of the significance of archaeological resources on DoD lands as a means to protect and preserve these items of national heritage in accordance with section 470(aa-ll) of Reference (f).

g. Establish a systematic process to identify and evaluate cultural resources, including the use of archeological models. Use historic contexts to determine historic significance, as appropriate.

h. Consider creative and alternative strategies to avoid, minimize, or mitigate adverse effects to cultural resources.

i. Develop and implement a process to evaluate and approve nominations of DoD-managed cultural resources to the National Register of Historic Places.

j. Employ innovative technical and design practices to preserve the fabric, systems, character, and function of historic real property assets and facilitate sustainable mission use of these assets with the minimum loss of historic integrity.

k. Maximize reuse of historic buildings and structures, where justified by an objective analysis of life-cycle benefits and costs, before disposal, new construction, or leasing in accordance with DoDD 4165.6 and DoDI 4165.70 (References (j) and (k)).

l. Consider systematic deconstruction and architectural salvage of historic building fabric when replacement or demolition is necessary, especially where historic fabric may be reused to preserve other similar properties in the inventory.

m. Use non-invasive techniques, where technologically and economically appropriate, to make determinations of eligibility or significance, to protect the site, and to minimize curation needs.

n. Provide for long-term curation for archaeological collections and associated records in repositories that provide professional, systematic, and accountable curation services that are cost-effective and provide for current and future research needs in accordance with section 79 of title 36, Code of Federal Regulations (CFR) (Reference (l)).

o. Build stable and enduring relationships with area-affiliated Federally-recognized Indian tribes, Alaska Native entities, and Native Hawaiian organizations related to undertakings that may have the potential to affect cultural resources of interest to these groups. It is understood that some natural resources, such as certain types of plants and animals, may be included as cultural resources of interest to these groups.

p. Provide Federally-recognized Indian tribes, Alaska Native entities, and Native Hawaiian organizations with access to and ceremonial use of sacred sites by religious practitioners on DoD-managed lands, to the extent practicable, permitted by law, and not clearly inconsistent with the military mission, and subject to safety and security considerations in accordance with E.O. 13007 (Reference (m)).

q. Maintain complete and current information on cultural items under DoD possession and control as defined in section 3001 of title 25, U.S.C. (Reference (n)), including those uncovered through inadvertent discovery or intentional excavation. Provide for final disposition in accordance with the processes outlined in part 10 of title 43, CFR (Reference (o)).

r. Establish appropriate partnerships with government, public, and private organizations to promote local economic development and vitality through the use of DoD historic properties in a manner that contributes to the long-term preservation and productive use of those properties.

s. Promote partnerships with communities to increase opportunities for public benefit from, and access to, DoD cultural resources, taking into account mission activities, sustainability, safety and security issues, and fiscal soundness.

t. Ensure cultural resources personnel are properly qualified and trained appropriate to their responsibilities in accordance with DoDI 4715.10 and Volume 48 of the Federal Register (References (p) and (q)), and that their cultural resources responsibilities are proportionately represented in their performance evaluations.

u. Designate an FPO and DFPO to oversee compliance with this Instruction.

v. Through the DoD FPO, advise and consult on cultural resources issues and policies of general DoD interest to DUSD(I&E).

w. Promptly notify the DUSD(I&E), through the DoD FPO, of significant cultural resources issues.

ENCLOSURE 3

PROCEDURES

1. Cultural resources management is a dynamic process. Each DoD installation or activity will use a cultural resources management approach that includes:

- a. Assessment of the military mission.
- b. Preparation of detailed inventories of cultural resources.
- c. Analysis and assessment of risk to the cultural resources.
- d. Preparation of management plans.
- e. Implementation of management plans.
- f. Monitoring and assessment of results.
- g. Completion of needs assessments survey.
- h. Maintaining currency of inventories.
- i. Reanalysis and reassessment of risk to cultural resources.
- j. Adjustments to the overall program, as necessary.

2. Detailed inventories of cultural resources are an essential initial step in managing an installation's cultural resources:

a. The cultural resources survey of historic properties should include, at a minimum, the identification and evaluation of all resources against the criteria of the National Register performed by a professional meeting Reference (q) standards. Objects, properties of traditional religious and cultural importance to an Indian tribe or Native Hawaiian organization, districts, and landscapes covered by section 470 et seq. of Reference (f) should also be included. Resources that have not yet reached 50 years of age may be identified and evaluated for significance against Consideration G of the National Register Evaluation Criteria in Part 60 of Reference (l), especially where in context with neighboring or adjoining resources over 50 years of age that share a similar mission use or originally-designed function.

b. The cultural resources survey for archaeological resources on lands available for archaeological survey (as defined in the Glossary) should include, at a minimum, a systematic analysis by a professional meeting Reference (q) standards, in sufficient detail to make generalizations about the type and distribution of archaeological properties that may be present.

A cultural resources survey will usually include archival research and may include predictive modeling, remote sensing, surface inspection, and subsurface testing to allow categorization of archaeological potential or to determine presence or absence of archaeological properties.

c. In all areas that might be adversely affected by military activities, such surveys as described in paragraphs 2.a. and 2.b. of this enclosure should be followed by a systematic detailed examination designed to gather information about cultural resources sufficient to evaluate them against predetermined criteria of significance, within specific historic contexts, to determine eligibility for listing on the National Register. Sufficient analysis through research and/or consultation should also be conducted to determine if the site may also be a sacred site and/or property of traditional religious and cultural importance to an Indian tribe or Native Hawaiian organization.

3. When an installation determines that the disclosure of information on the location or character of cultural resources may create a substantial risk of harm, theft, or destruction of such resources, invasion of privacy, trespass on Government property, interference with the military mission, and/or interference with the rights guaranteed to tribal groups under section 1996 of title 42, U.S.C. (Reference (r)), the installation shall ensure that documents and other data provided to the public do not disclose such information. Information may be provided to other agencies and parties in accordance with the confidentiality provisions of section 470w-3 of Reference (f) and part 229 of title 32, CFR (Reference (s)).

4. Early in the planning for any undertaking, the DoD proponent shall start consultation to explain the undertaking and work with stakeholders to define the area of potential effects, identify cultural resources, and determine potential effects to those resources. Consultation shall be undertaken with the SHPO and/or THPO and, as appropriate, with:

a. External stakeholders, including the Advisory Council on Historic Preservation, Federally-recognized Indian tribes and Alaska Native entities, Native Hawaiian organizations, and other interested organizations and individuals as defined in section 470 et seq. of Reference (f) and part 800 of Reference (l).

b. Internal stakeholders which may include, but are not limited to master planning offices, public works divisions, range management activities, facility managers, and other environmental management functions.

5. An economic analysis shall be conducted on all National Register (eligible or listed) historic properties that are being considered for demolition and replacement. The economic analysis of the historic property shall consider the life-cycle cost of the property, incorporating as required those life-cycle costs for historic elements that are significantly different from life-cycle costs for the equivalent new or replacement elements. The economic analysis of the proposed replacement property shall consider the total cost of the replacement project by whatever source funded, including (but not limited to) as appropriate, demolition and disposal of debris, new land

acquisition, and site remediation and preparation. If the economic analysis demonstrates that the renovation and life-cycle cost of the historic property will exceed the total replacement project cost and the life-cycle cost of the new construction, replacement construction may be used. However, this threshold may be exceeded where the significance of a particular historic structure warrants special attention.

6. Consultation with Federally-recognized Indian tribes, Alaska Native entities, and Native Hawaiian organizations is required by law regarding the disposition of cultural items, as defined in Reference (n), or when a site of religious or cultural importance to tribes as defined in part 800 of Reference (l) is found on DoD property. If such items are encountered, the requirements of References (n) and (s) must be met. The installation should consult with the tribe(s) in accordance with DoDI 4710.02 (Reference (t)) at the earliest point in the planning process, and should take into account the interests of the potentially affected tribe(s) when carrying out the action.

ENCLOSURE 4

PROGRAMMING AND BUDGETING PRIORITIES
FOR CULTURAL RESOURCES PROGRAMS

1. RECURRING CULTURAL RESOURCES MANAGEMENT REQUIREMENTS. Includes activities needed to cover the recurring administrative, personnel, and other costs associated with managing DoD cultural resource programs. This includes activities that are necessary in achieving compliance with applicable DoD policies, Presidential memorandums, E.O.s, and Federal statutory and regulatory requirements for the integrated management of cultural resources or that are in direct support of mission. These activities include day-to-day costs of sustaining an effective cultural resources management program as well as annual requirements (those requirements that occur once per year, every year).

2. NON -RECURRING CULTURAL RESOURCES MANAGEMENT REQUIREMENTS

a. Includes projects and activities needed to manage and maintain cultural resources under DoD control through a comprehensive program that considers the preservation of historic, archaeological, architectural, and cultural values that is mission supporting and results in sound and responsible stewardship.

b. Those activities include, but are not limited to:

(1) Preserving the fabric, systems, and historic character and function of the DoD-built environment in a sustainable manner that supports the military mission and promotes the quality of life and work of the occupants and employees.

(2) Maintaining readiness while protecting U.S. heritage by incorporating cultural resources planning into installation planning at the earliest possible time.

(3) Supporting informed decisions about the management of cultural resources.

(4) Consulting in good faith with internal and external stakeholders, including Federal, State, tribal, and local government agencies; professional and advocacy organizations; and the general public by developing and fostering positive partnerships to manage and maintain cultural resources.

ENCLOSURE 5

CULTURAL RESOURCES METRICS

1. HEALTH OF THE INVENTORY OF CULTURAL RESOURCES

a. Historic Buildings and Structures – Built Infrastructure

(1) Goal. Historic buildings and structures are maintained in good condition and used to support mission needs. Utilization (Performance Measure #1), Condition Index (Performance Measure #2), and Mission Dependency (Performance Measure #3) are three of the Office of Management and Budget performance measures in accordance with E.O. 13327 (Reference (u)) and as defined in the current edition of the Federal Real Property Council Guidance for Real Property Reporting (Reference (v)). For full analysis, compare to non-historic buildings and structures.

(2) Activities That Must Report. United States – All installations with real property assets.

(3) Potential Data Sources

(a) Federal Real Property Inventory

(b) OSD Real Property Asset Database

(4) What to Report

(a) Baseline data: number of buildings or structures that are historic properties.

(b) Any buildings or structures in the DoD Real Property Inventory with historical status data element (as defined in Reference (v)) of individually listed National Historic Landmark (NHLI), contributing element to a National Historic Landmark district (NHLC), individually listed on the National Register (NRLI), contributing element to a National Register district (NRLC), individually eligible for the National Register (NREI), or eligible as a contributing element to an eligible National Register district (NREC).

(c) UNIT – Each

1. Number of NHLI Assets

2. Number of NHLC Assets

3. Number of NRLI Assets

4. Number of NRLC Assets

5. Number of NREI Assets

6. Number of NREC Assets

(d) Metric: Percent of historic properties that are utilized or over-utilized.

1. Of the NHLI, NHLC, NRLI, NRLC, NREI, or NREC buildings or structures in the Federal Real Property Inventory, report the number that have a category of “Utilized” or “Over-Utilized.”

2. UNIT – Each. (Note: There are four options in the Federal Real Property Inventory for utilization – “Over-Utilized,” “Utilized,” “Under-Utilized,” and “Not Utilized.” See part 334 of title 33, CFR (Reference (w)) for more information.

- a. Number of Over-Utilized (NHLI) Assets
- b. Number of Utilized (NHLI) Assets
- c. Number of Over-Utilized (NHLC) Assets
- d. Number of Utilized (NHLC) Assets
- e. Number of Over-Utilized (NRLI) Assets
- f. Number of Utilized (NRLI) Assets
- g. Number of Over-Utilized (NRLC) Assets
- h. Number of Utilized (NRLC) Assets
- i. Number of Over-Utilized (NREI) Assets
- j. Number of Utilized (NREI) Assets
- k. Number of Over-Utilized (NREC) Assets
- l. Number of Utilized (NREC) Assets

(e) Metric – Percent of historic properties that have a high facility physical quality code (based on Condition Index as noted in paragraph 1.a.(3) of this enclosure).

1. Of the NHLI, NHLC, NRLI, NRLC, NREI, or NREC buildings or structures in the DoD Real Property Inventory, the number that have a facility physical quality code of Quality Rating, Level 2 (Q2) or above.

2. UNIT – Each

- a. Number of NHLI Assets at Quality Rating, Level 1 (Q1)
- b. Number of NHLI Assets at Q2
- c. Number of NHLC Assets at Q1
- d. Number of NHLC Assets at Q2
- e. Number of NRLI Assets at Q1
- f. Number of NRLI Assets at Q2
- g. Number of NREI Assets at Q1
- h. Number of NREI Assets at Q2
- i. Number of NREC Assets at Q1
- j. Number of NREC Assets at Q2

(f) Metric – Percent of historic buildings or structures used to support mission needs. Number of buildings or structures that are historic properties that are “Utilized” or “Over-Utilized.”

1. Of the NHLI, NHLC, NRLI, NRLC, NREI, or NREC buildings or structures in the DoD Real Property Inventory, the number that are mission critical (MC) or mission dependent, not critical (MDNC).

2. UNIT – Each

- a. Number of MC NHLI Assets
- b. Number of MDNC NHLI Assets
- c. Number of MC NHLC Assets
- d. Number of MDNC NHLC Assets
- e. Number of MC NRLI Assets
- f. Number of MDNC NRLI Assets
- g. Number of MC NRLC Assets

h. Number of MDNC NRLC Assets

i. Number of MC NREI Assets

j. Number of MDNC NREI Assets

k. Number of MC NREC Assets

l. Number of MDNC NREC Assets

(g) Metric – Demolition of historic buildings or structures.

1. Number of buildings or structures that are historic properties that were demolished in the previous fiscal year (FY). Of the NHLI, NHLC, NRLI, NRLC, NREI, or NREC buildings or structures in the DoD Real Property Inventory, the number that were demolished during the previous FY.

2. UNIT – Each

a. Number of NHLI buildings demolished in the previous FY

b. Number of NHLC buildings demolished in the previous FY

c. Number of NRLI buildings demolished in the previous FY

d. Number of NRLC buildings demolished in the previous FY

e. Number of NREI buildings demolished in the previous FY

f. Number of NREC buildings demolished in the previous FY

b. Curation of Archaeological Collections and Associated Records

(1) Goal. Archaeological collections and associated records are curated in accordance with part 79 of Reference (1).

(2) Activities That Must Report. United States – All installations with archaeological collections and associated records.

(3) Potential Data Sources

(a) Component submissions to the Secretary of the Interior's Report to Congress on the Federal Archaeology Program

(b) Heritage Assets Report

(4) What to Report

- (a) Metric – Compliant curation of archaeological collections and associated records.
- (b) Total volume less volume curated should be less than or equal to the volume acquired during the previous FY.
- (c) UNIT – Cubic Feet
 - 1. Volume of collections requiring curation
 - 2. Volume of collections curated to section 79 of Reference (1)
 - 3. Volume of collections acquired during the previous FY
- (d) UNIT – Linear Feet
 - 1. Associated records requiring curation
 - 2. Associated records curated to section 79 of Reference (1)
 - 3. Associated records acquired during the previous FY

2. HEALTH OF THE CULTURAL RESOURCES PROGRAM

a. Inventory and Evaluation of Historic Properties (Real Property Assets)

- (1) Goal. All real property inventory records will accurately identify historic properties (real property assets).
- (2) Activities That Must Report. United States – All installations with historic properties (real property assets).
- (3) Potential Data Sources
 - (a) Federal Real Property Report
 - (b) OSD Real Property Asset Database
- (4) What to Report
 - (a) Metric – Percent of real property assets with the appropriate Historical Status Data Element Code, compared to “not yet evaluated” (NEV) assets that are greater than or equal to 50 years old.

(b) UNIT – Each. Note: To calculate percentage, compare first nine categories to NEV greater than or equal to 50 years old. Trend should be reduction of assets identified as NEV greater than or equal to 50 years old.

1. Number of NHLI Assets
2. Number of NHLC Assets
3. Number of NRLI Assets
4. Number of NRLC Assets
5. Number of NREI Assets
6. Number of NREC Assets
7. Number of Eligible for the Purposes of a Program Alternative Assets
8. Number of Non-contributing Element Assets
9. Number of Evaluated, Not Historic Assets
10. Number of NEV Assets greater than or equal to 50 years old
11. Number of NEV Assets less than 50 years old

b. Inventory of Historic Properties (Archaeological Sites)

(1) Goal. All DoD-managed lands that are available for survey are surveyed for archaeological sites and have the information readily available to support the process directed by section 470 et seq. of Reference (f).

(2) Activities That Must Report. United States – All installations with historic properties (archaeological sites).

(3) Potential Data Sources

(a) Component submissions to the Secretary of the Interior's Report to Congress on the Federal Archaeology Program

(b) National Environmental Policy Act (NEPA) Documents

(4) What to Report

(a) Metric – Percent of DoD-managed lands (available for survey) surveyed for archaeological sites.

(b) UNIT –Acres

1. Number of total DoD-managed acres, by Service
2. Number of DoD-managed acres, by Service, available for survey
3. Number of DoD-managed acres, by Service, available for survey and surveyed for archaeological sites

3. ADDITIONAL INFORMATION

a. Geographic Information System (GIS)

- (1) Goal. All installations with cultural resources will have information available in a GIS.
- (2) Activities That Must Report. United States – All installations with cultural resources.
- (3) What to Report
 - (a) Metric – Archaeological site information reflected in a GIS.
 - (b) UNIT – Number of Acres.
 1. Number of DoD-managed acres, by DoD Component, with archaeological sites.
 2. Number of DoD-managed acres, by DoD Component, available for survey and surveyed for archaeological sites for which information is available through a GIS.
 - (c) Metric – Percent of installations Historic Real Property Asset information reflected in a GIS.
 - (d) UNIT – Number.
 1. Number of installations that have cultural resources.
 2. Number of installations that have historic properties (real property assets) for which information is available through a GIS.

b. ICRMPs

(1) Goal. All installations with cultural resources will complete and update ICRMPs as per this policy. In addition, all ICRMPs will be current and implemented, in consultation and partnership with SHPOs, THPOs, and other appropriate consulting parties.

(2) Activities That Must Report. United States – All installations with cultural resources.

(3) What to Report

(a) Metric – Percent of total ICRMPs, by DoD Component, complete; and percent of total ICRMPs, by DoD Component, developed in consultation.

(b) UNIT – Number

1. Number of installations that have cultural resources and, therefore, are required to have an ICRMP.

2. Number of installations that have cultural resources that have completed ICRMPs.

3. Number of installations that have cultural resources that have completed ICRMPs that have been developed in consultation with SHPOs, THPOs, and other appropriate consulting parties.

4. Number of installations that have completed inventories and have been granted a waiver by the Service Component, in consultation with SHPOs, THPOs, and other appropriate consulting parties, to prepare an ICRMP.

c. Public Access to Cultural Resource Information

(1) Goal. All installations with cultural resources will have a public outreach program in accordance with the implementation of section 470ii(c) of Reference (f) and section 4b of Reference (g).

(2) Activities That Must Report. United States – All installations with cultural resources.

(3) What to Report

(a) Metric – Percent of installations with cultural resources that have public Web sites and/or tour programs.

(b) UNIT – Each

1. Number of installations with cultural resources.

2. Number of installations with cultural resources that have a cultural resources public Web page or a cultural resources area on an installation's main Web page.

3. Number of installations with cultural resources that have regularly scheduled public tours of cultural resources.

4. Number of installations with cultural resources that include cultural resource information in a welcome package for new residents and/or employees and visitors.

ENCLOSURE 6

ICRMP CONTENTS

1. GENERAL CONTENTS. An ICRMP shall:

a. Include a summary of general information about the installation's mission and history, as well as specific management information necessary for managing the installation's cultural resources.

b. Provide cultural resources context information pertinent to the full range of cultural resources within the installation's jurisdiction.

c. Identify all legal requirements pertinent to cultural resources management.

d. Identify the installation's cultural resources, including areas characterized as to potential for cultural resources and a prioritized list for further identification or survey.

e. Recommend procedures and related funding requirements for managing the installation's cultural resources in a manner that is compatible with the installation mission and satisfies legal requirements.

f. Establish priorities and related funding requirements for cultural resources management that ensure support of the mission, compliance with legal requirements, and ongoing stewardship responsibilities.

g. Provide management procedures for the ongoing identification, maintenance, and enhancement of cultural resources.

h. Promote the use of cultural resources in ways that are beneficial to the military mission, the resources, and other public interests.

i. Be thoroughly integrated with other installation plans, including but not limited to the installation master plan, the facilities maintenance plan, training and range area management plans, natural resources management plans, mobilization and deployment plans, and information management systems.

j. Establish requirements, goals, and targets that can be easily reflected in budget documents and decision-making processes and addressed in conservation self-assessments.

k. Address cultural resources and areas of critical or special concern from both technical and policy standpoints.

2. SPECIFIC CONTENTS. An ICRMP shall include, as appropriate:

- a. A summary of known cultural resources information and a list and brief description of properties listed or eligible for listing in the National Register of Historic Places.
- b. Analysis of the sufficiency of the existing information on cultural resources and associated contexts to meet compliance requirements.
- c. Information on areas that have not been surveyed and a plan for completion of the surveys.
- d. Identification and prioritization of actions required to implement goals and objectives of the plan.
- e. Identification of the type and location of actions that may affect cultural resources.
- f. Procedures to ensure that actions of the installation and its tenants are planned and carried out in ways that protect and enhance its cultural resources.
- g. Identification of unique cultural resource issues confronting the installation.
- h. Preservation and mitigation strategies for threatened cultural resources.
- i. Coordination processes between the installation, regulatory agencies (such as the Advisory Council on Historic Preservation, SHPOs, and THPOs), stakeholders, and the public that help to ensure proper management of an installation's cultural resources.
- j. Provisions for permanent storage of historic property records, as required by parts 1220 and 1228 of Reference (1) and other recordkeeping requirements.
- k. Standard operating procedures for routine occurrences and where blanket statements can coordinate a process, such as inventories, repetitive maintenance and repair, unanticipated discoveries and reporting, and spill responses where cultural resources are involved and tailored for the particular conditions at the installation.
- l. Procedures for the documentation of historic properties that will be altered or destroyed as a result of DoD action or assistance, in accordance with part 800 of Reference (1).
- m. Procedures to respond to unanticipated discovery of a historic property or other cultural resource.
- n. Procedures to ensure that all archaeological collections are properly processed, maintained, and preserved in accordance with part 79 of Reference (1).

- o. Provisions for sharing appropriate cultural resources information with Federal and State agencies, nongovernmental organizations, researchers, stakeholders, and the general public.
- p. Provisions for enforcement of cultural resource laws and regulations by professionally trained personnel.
- q. Provisions for public access to cultural resources, as appropriate.
- r. Explicit summary of the process for integrating the National Historic Preservation Act section 106 planning process with the installation's production of environmental assessment documents in accordance with References (i) and (l).
- s. Provisions to address funding priorities and protocols for the specific program requirements listed above.
- t. Procedures to proactively consider the use of innovative mitigation to satisfy the requirements of part 800 of Reference (l) when feasible and supportive of the mission.

GLOSSARY

ABBREVIATIONS AND ACRONYMS

DFPO	Deputy Federal Preservation Officer
DoDD	Department of Defense Directive
FPO	Federal Preservation Officer
FY	fiscal year
GIS	Geographic Information System
ICRMP	Integrated Cultural Resource Management Plan
MC	mission critical
MDNC	mission dependent, not critical
NEPA	National Environmental Policy Act of 1969
NEV	not yet evaluated
NHLI	individually listed national historic landmark
NHLC	contributing element to a national historic landmark district
NHPA	National Historic Preservation Act of 1966
NREI	individually eligible for the National Register
NREC	eligible as a contributing element to an eligible National Register district
NRLI	individually listed on the National Register
NRLC	contributing element to a National Register district
PRV	plant replacement value
Q1	Quality Rating, Level 1
Q2	Quality Rating, Level 2
SHPO	State Historic Preservation Officer
THPO	Tribal Historic Preservation Officer

TERMS AND DEFINITIONS

Unless otherwise noted, these terms and their definitions are for the purposes of this Instruction.

alternative or creative mitigation. Alternatives to archaeological data recovery as mitigation for an undertaking's adverse effects. These approaches can be implemented as the only treatment option, or can be part of a package where different historic properties are subject to different kinds and levels of mitigation.

archaeological survey. An examination by an individual that meets the qualification standards of Reference (q) of all or part of an area accomplished in sufficient detail to make generalizations about the types and distributions of archaeological properties that may be present.

available for archaeological survey. All DoD-managed lands, excluding impact areas as defined in DoDD 4715.11 (Reference (x)); surface danger zones; lands under water that are always at least 5 feet deep on a year-round basis; and danger zones as defined in part 334 of Reference (w).

cultural resources.

Historic properties (any prehistoric or historic district, site, building, structure, or object as defined by part 800 of Reference (l) included in, or eligible for inclusion in, the National Register of Historic Places, whether or not such eligibility has been formally determined), including artifacts, records, and material remains related to such a property or resource.

cultural items as defined in Reference (n).

American Indian, Eskimo, Aleut, or Native Hawaiian sacred sites as defined in Reference (m).

archaeological resources as defined in section 470 aa-mm of Reference (f).

archaeological artifact collections and associated records as defined in part 79 of Reference (l).

facility physical quality code. A code used to depict the capability of existing facilities as measured by a condition index as defined in Enclosure 4 of DoD 4245.8-H (Reference (y)):

Q1. The sum of all necessary restoration and modernization costs is not greater than 10 percent of the replacement value of the facility (PRV).

Q2. The sum of all necessary restoration and modernization costs is greater than 10 percent but not greater than 20 percent of the PRV.

Federal Preservation Officer. A qualified official as defined by section 470h-2(c) of Reference (f).

historic property. Any prehistoric or historic district, site, building, structure, or object as defined by part 800 of Reference (l) included in, or eligible for inclusion in, the National Register of Historic Places, whether or not such eligibility has been formally determined. This may include properties of traditional religious and cultural importance to Federally-recognized Indian tribes, Alaska Native entities, and Native Hawaiian organizations.

ICRMP. A plan that defines the process for the management of cultural resources on DoD installations.

mission dependency. The value an asset brings to the performance of the mission as determined by the governing agency in accordance with Reference (v) in one of the following categories:

MC. Without constructed asset or parcel of land, mission is compromised.

MDNC. Does not fit into MC or not mission dependent categories.

not mission dependent. Mission unaffected.

not rated. DoD and base realignment and closure properties only.

mitigation. Addressing the adverse effects an undertaking may cause relative to cultural resources. Mitigation can include: repairing, rehabilitating, restoring, or documenting the affected resource; reducing or eliminating the effect over time by preservation and maintenance operations during the life of the action; and/or compensating for the effect by providing or preserving substitute resources or environments.

National Historic Landmark. Nationally significant historic places designated by the Secretary of the Interior because they possess exceptional value or quality in illustrating or interpreting the heritage of the United States. National Historic Landmark criteria are published in part 65 of Reference (l).

National Register of Historic Places. The official Federal list of sites, districts, buildings, structures, and objects worthy of preservation consideration because of significance in U.S. history, architecture, archaeology, engineering, or culture. Significance may be local, State, or national in scope. National Register eligibility criteria are published in part 60 of Reference (l).

needs assessment survey. An inventory of an installation's inventories, management plans, personnel, training, supplies, equipment, and other management tools to identify future actions and resources needed for the installation to comply with the requirements of this Instruction.

plant replacement value. As defined in Enclosure 4 of Reference (y), the cost to replace a facility using current standards.

stewardship. The management of resources entrusted to one's care in a way that preserves and enhances the resources and their benefits for present and future generations.

tribe. Defined in section 470bb of Reference (f).

undertaking. Any Federal, Federally-assisted, or Federally-licensed action, activity, or program, new or continuing, as per section 470 et seq. of Reference (f) and part 800 of Reference (l).

qualified cultural resources professional. An individual who meets the standards described in Reference (q).